Minutes of the Regular Meeting of the Greater Vancouver Regional District (GVRD) Performance and Audit Committee held at 9:00 a.m. on Friday, February 5, 2016 in the 2nd Floor Boardroom, 4330 Kingsway, Burnaby, British Columbia.

MEMBERS PRESENT:
Chair, Mayor Richard Walton, North Vancouver District
Vice Chair, Councillor Colleen Jordan, Burnaby
Mayor Wayne Baldwin, White Rock
Councillor Corisa Bell, Maple Ridge
Mayor Malcolm Brodie, Richmond
Councillor Charlie Fox, Langley Township
Councillor Tom Gill, Surrey
Mayor John McEwen, Anmore
Councillor Geoff Meggs, Vancouver
Mayor Darrell Mussatto, North Vancouver City
Councillor Mae Reid, Coquitlam
Mayor Michael Smith, West Vancouver

MEMBERS ABSENT:
Mayor Jonathan Côté, New Westminster

STAFF PRESENT:
Phil Trotzuk, Chief Financial Officer
Carol Mason, Commissioner/Chief Administrative Officer
Deanna Manojlovic, Assistant to Regional Committees, Board and Information Services, Legal and Legislative Services

1. ADOPTION OF THE AGENDA

1.1 February 5, 2016 Regular Meeting Agenda

It was MOVED and SECONDED
That the Performance and Audit Committee:
a) amend the agenda for its regular meeting scheduled for February 5, 2016 by varying the order of the agenda to consider:
   i. Section 9 Resolution to Close after Section 4 Invited Presentations;
   ii. Item 5.1 after Item 5.8; and
b) adopt the agenda as amended.

CARRIED
2. ADOPTION OF THE MINUTES

2.1 November 13, 2015 Regular Meeting Minutes

It was MOVED and SECONDED
That the Performance and Audit Committee (formerly named the Performance and Procurement Committee) adopt the minutes of its regular meeting held November 13, 2015 as circulated.

CARRIED

3. DELEGATIONS
No items presented.

4. INVITED PRESENTATIONS
No items presented.

Agenda Order Varied
Pursuant to Section 1 Adoption of the Agenda, the order of the agenda was varied to consider Section 9 Resolution to Close Meeting at this point.

9. RESOLUTION TO CLOSE MEETING

It was MOVED and SECONDED
That the Performance and Audit close its regular meeting scheduled for February 5, 2016 pursuant to the Community Charter provisions, Section 90 (1) (I) as follows:

90 (1) A part of a meeting may be closed to the public if the subject matter being considered relates to or is one of more of the following:

(I) discussions with regional district officers and employees respecting regional district objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report] of the Charter.

CARRIED

ADJOURNMENT
The Regular Zero Waste Committee meeting of February 5, 2016 adjourned at 9:00 a.m. to go into a closed meeting.

RECONVENE
The Regular Zero Waste Committee meeting reconvened at 9:13 a.m. on Friday, February 5, 2016, with the same members in attendance.

5. REPORTS FROM COMMITTEE OR STAFF

Agenda Order Varied
Pursuant to Section 1 Adoption of the Agenda, the order of the agenda was varied to consider Item 5.2 at this point.
5.2 District of West Vancouver - "Greater Vancouver Regional District Security Issuing Bylaw No. 1227, 2016"

Report dated January 26, 2016 from Dean Rear, Director, Financial Planning and Operations, Financial Services, bringing forward to the GVRD Board a borrowing request, in the amount of $23,022,377, from the District of West Vancouver for the spring 2016 Municipal Finance Authority issue for construction of a new police services and municipal hall facility.

It was MOVED and SECONDED
That the GVRD Board:

a) pursuant to Sections 182(1)(b) and 182(2)(a) of the Community Charter, give consent to the request for financing from the District of West Vancouver in the amount of $23,022,377; and

b) give first, second and third reading to "Greater Vancouver Regional District Security Issuing Bylaw No. 1227, 2016" being a bylaw to authorize the entering into an Agreement respecting financing between the Greater Vancouver Regional District and the Municipal Finance Authority of British Columbia; and

c) pass and finally adopt "Greater Vancouver Regional District Security Issuing Bylaw No. 1227, 2016"; and

d) forward "Greater Vancouver Regional District Security Issuing Bylaw No. 1227, 2016" to the Inspector of Municipalities for Certificate of Approval.

CARRIED

5.3 City of White Rock - "Greater Vancouver Regional District Security Issuing Bylaw No. 1228, 2016"

Report dated January 26, 2016 from Dean Rear, Director, Financial Planning and Operations, Financial Services, bringing forward to the GVRD Board a borrowing request, in the amount of $14,250,000, from the City of White Rock for the spring 2016 Municipal Finance Authority issue for the advance payment on the cost of acquiring the water utility.

It was MOVED and SECONDED
That the GVRD Board:

a) pursuant to Sections 182(1)(b) and 182(2)(a) of the Community Charter, give consent to the request for financing from the City of White Rock in the amount of $14,250,000; and

b) give first, second and third reading to "Greater Vancouver Regional District Security Issuing Bylaw No. 1228, 2016" being a bylaw to authorize the entering into an Agreement respecting financing between the Greater Vancouver Regional District and the Municipal Finance Authority of British Columbia; and

c) pass and finally adopt "Greater Vancouver Regional District Security Issuing Bylaw No. 1228, 2016"; and

d) forward "Greater Vancouver Regional District Security Issuing Bylaw No. 1228, 2016" to the Inspector of Municipalities for Certificate of Approval.

CARRIED
5.4 City of New Westminster - "Greater Vancouver Regional District Security Issuing Bylaw No. 1229, 2016"
Report dated January 26, 2016 from Dean Rear, Director, Financial Planning and Operations, Financial Services, bringing forward to the GVRD Board a borrowing request, in the amount of $12,500,000, from the City of New Westminster for the spring 2015 Municipal Finance Authority issue for constructing and improving civic facilities, roads and parks.

It was MOVED and SECONDED
That the GVRD Board:
a) pursuant to Sections 182(1)(b) and 182(2)(a) of the Community Charter, give consent to the request for financing from the City of New Westminster in the amount of $12,500,000; and
b) give first, second and third reading to “Greater Vancouver Regional District Security Issuing Bylaw No. 1229, 2016” being a bylaw to authorize the entering into an Agreement respecting financing between the Greater Vancouver Regional District and the Municipal Finance Authority of British Columbia; and
c) pass and finally adopt “Greater Vancouver Regional District Security Issuing Bylaw No. 1229, 2016”; and
d) forward “Greater Vancouver Regional District Security Issuing Bylaw No. 1229, 2016” to the Inspector of Municipalities for Certificate of Approval.

CARRIED

5.5 Investment Position and Returns – September 1 to December 31, 2015
Report dated January 20, 2016 from Dean Rear, Director, Financial Planning and Operations, Financial Services, reporting to the Performance and Audit Committee on the investment returns from September 1, 2015 to December 31, 2015, pursuant to the requirements of the Metro Vancouver Investment Policy.

Discussion ensued on performance of investment returns compared against the currently used benchmarks, the returns that Metro Vancouver receives in comparison to other districts, and other benchmarks that could be used in monitoring investment performance.

Request of Staff
Staff was requested to report back on the potential implications in relation to the level of guarantee on Metro Vancouver investment deposits with credit unions versus banks.

It was MOVED and SECONDED
That the Performance and Audit Committee receive the report titled “Investment Position and Returns – September 1 to December 31, 2015”, dated January 20, 2016 for information.

CARRIED
5.6 Request for Additional Information Regarding Local Buying and Assessing Environmental Impacts of Purchasing

Report dated January 19, 2016 from Tracey Husoy, Division Manager, Purchasing and Risk Management, Financial Services, providing the Performance and Audit Committee with additional information regarding local buying and assessing the environmental impacts of purchasing as requested at the November 13, 2015 meeting.

In response to questions, members were informed that:

- some products, like maintenance parts for equipment, are not manufactured locally and are therefore ordered from elsewhere
- Metro Vancouver uses the vendor’s pay location, i.e. where the cheque for payment is sent, as the determination of a company’s geographical location

*It was MOVED and SECONDED*

That the Performance and Audit Committee receive the report titled “Request for Additional Information Regarding Local Buying and Assessing Environmental Impacts of Purchasing”, dated January 19, 2016 for information.

CARRIED

5.7 Tender/Contract Award Information – October to December 2015

Report dated January 21, 2016 from Tracey Husoy, Division Manager, Purchasing and Risk Management, Financial Services, providing the Performance and Audit Committee with information with regards to contracts, handled through the Purchasing Division, with a total anticipated value at or in excess of $500,000 (exclusive of tax).

Staff noted a correction to be made to the report titled “Tender/Contract Award Information – October to December 2015”, on the second page, Item #9 Pacific Blue Cross, should state that the contract is for Employee Extended Health and Dental Benefits instead of Life, Accidental Death and Dismemberment and Long Term Disability Insurance Benefits.

Discussion ensued on employee benefits and consulting fees costs, archaeological impact risk assessment policy, courier service bids, and opportunities to find efficiencies in the service delivery of waste, organics and recycling collection services used for Metro Vancouver regional parks and sites.

*It was MOVED and SECONDED*

That the Performance and Audit Committee receive the report titled “Tender/Contract Award Information – October to December 2015”, dated January 21, 2016 for information.

CARRIED
It was MOVED and SECONDED
That the Performance and Audit Committee direct staff to report back at the next meeting with information on the past 5 years of costs paid by Metro Vancouver for employee benefits and consulting fees.

CARRIED

5.8 Manager’s Report
Report dated January 26, 2016 from Phil Trotzuk, Chief Financial Officer, updating the Performance and Audit Committee on the Committee’s 2016 work plan, Metro Vancouver Municipal Finance Authority spring borrowing, and continuous improvement actions.

Discussion ensued on the Municipal Finance Authority borrowing approach to manage the budget for the new Metro Vancouver office building project and communicating out to the public on the business case for the project.

Request of Staff
Staff was requested to provide information on Metro Vancouver’s website about the financial details of the new Metro Vancouver office building project.

Discussion ensued on:
- timeline for the development cost charges bylaw update project
- sharing best practices for moving toward integrated systems to improve the delivery of services
- opportunities for cost-savings on large and costly systems, such as software systems, through a bulk-buying arrangement coordinated through Metro Vancouver

Request of Staff
Staff was requested to bring back to a future meeting a report on Metro Vancouver projects and systems that exemplify integrated systems and processes.

It was MOVED and SECONDED
That the Performance and Audit Committee receive the report titled “Manager’s Report”, dated January 26, 2016 for information.

CARRIED
Agenda Order Varied
Pursuant to Section 1 Adoption of the Agenda, the Committee considered Item 5.1 at this point.

5.1  2016 Performance and Audit Committee Work Plan
Report dated January 26, 2016 from Phil Trotzuk, Chief Financial Officer, providing the Performance and Audit Committee with the work plan for the year 2016.

It was MOVED and SECONDED
That the Performance and Audit Committee endorse the work plan and meeting dates contained in the report dated January 26, 2016 titled “2016 Performance and Audit Committee Work Plan”.

CARRIED

6. INFORMATION ITEMS
No items presented.

7. OTHER BUSINESS
No items presented.

8. BUSINESS ARISING FROM DELEGATIONS
No items presented.

10. ADJOURNMENT/CONCLUSION

It was MOVED and SECONDED
That the Performance and Audit Committee conclude its regular meeting of February 5, 2016.

CARRIED
(Time: 10:15 a.m.)

Deanna Manojlovic,
Assistant to Regional Committees

Richard Walton, Chair